

NDC Single Family Rehab Standards

The level of rehabilitation required will vary based on the condition of the home. All rehabilitation will comply with applicable local as well as federal codes and requirements including Housing Quality Standards. Our priority will be to insure that the low to moderate income households buying the units will not be burdened with unsafe conditions or future repairs. As such, health and safety repairs as well as home systems repairs will be the priority with much consideration for energy efficiency and durable yet affordable finishes.

NDC will follow ENERGY STAR standards and utilize qualified E-star products and practices when conducting single family home rehabilitation as follows:

I. Energy Star inspection/ Energy Audit will be conducted on each home to include:

- Air infiltration testing
- Duct leakage testing
- Combustion safety testing
- Attic/ basement inspection (insulation/ duct leakage)
- Inspection of home heating, cooling and water heating systems

II. Energy Audit improvements may include:

- Sealing air leaks
- adding insulation (attics, basements, walls, floors, etc.)
- weather stripping
- improvements to windows, doors, electrical outlets
- recessed light fixtures replacement
- sealing ducts with mastic, durable foil-backed tape, or aerosol-based sealant
- insulating ductworks in attics, crawlspaces and unconditioned basements
- balancing duct system to insure proper air flow to all rooms in the house

III. E-star moderate Rehab or Repairs may include:

- Insulation and Air Sealing recommended improvements per the energy audit
- Appliances- replace non-working appliances with E-star label appliances (Refrigerator, Dishwasher, hot water heater, clothes washers, range hoods)
- Heating and Cooling- Replacement of furnace or air conditioner if more than ten years old or no longer functional
- Light fixtures and bath fans- Replace non-working light fixtures with Energy Label light fixtures
- Compact Fluorescent bulbs where applicable
- Roofs (Energy Star labeled)- reflective roofing
- Windows and Doors (Energy Star labeled)

In addition NDC will conduct home inspections and incorporate the following green products when replacement of finishes are necessary:

- Green Label[™] Low VOC carpet
- Low or no-VOC paint and adhesives
- Install low-flow toilets and plumbing fixtures
- Programmable Thermostats
- Radon mitigation at levels of > 4.0
- Smoke and carbon monoxide detectors
- HVAC/ gas combustion appliances- gas leaks, carbon monoxide leaks

NDC Rehab Inspection/ Costs:

- 1) Carpet/Flooring Inspection
 - Is carpet condition poor?
 - ➤ If so, replace with Green LabelTM Low VOC carpet
 - Is hard surface flooring poor?
 - ➤ If so replace with Low VOC vinyl squares or tile
 - > Ceramic tile may be used depending on finish level of other for-sale homes in area
 - Is wood flooring poor?
 - > If so refinish for properties meant for resale
 - ➤ If so, use engineered wood or carpet if rental
- 2) Interior/Exterior Paint Condition
 - Interior Painting needed?
 - ➤ If so, use low or no-voc paint
 - Exterior Painting needed?
 - > If so, repaint as necessary
 - ➤ Whole house or trim/fascia (including any needed repairs)
- 3) HVAC
- > Clean all ductwork, including combustion air and dryer vent, at conclusion of rehab.
- > Replace all filters
- ➤ Leave 3 filters at each completed home
- ➤ Air Conditioning may be installed depending on average level of finish in surrounding area.
- Can furnace be certified by HVAC specialist?
 - ➤ If so, repair as necessary, certify and retain.
 - ➤ If not, replace w/ high efficiency (92.5%) furnace (sizing dependent on HVAC contractor's recommendation)
- Can Water Heater be certified by HVAC specialist?
 - ➤ If so, repair as necessary, certify and retain.
 - ➤ If not, replace with high efficiency 40 to 60 gallon (depending on unit size/refer to HVAC contractor's recommendation) water heater.
- Is evaporative cooler, if previously installed, functional?
 - ➤ If not, repair as necessary
- Is air conditioner, if previously installed, functional?
 - ➤ If not, repair as necessary
- Are ducts sealed appropriately?
 - If not, seek to replace or repair depending on extent of damage and leakage.
- Does home have adjustable thermostat?
 - > If not, install digital programmable thermostat
- 4) Roof
 - Can roof be certified for 10 years?
 - ➤ If so, repair as necessary, certify, and retain
 - ➤ If not, replace with Energy-Star labeled reflective roofing product with 25 year warranty

- 5) Drainage/Water Infiltration
 - Are gutters complete and functional?
 - ➤ If so, retain
 - ➤ If not, replace with seamless product
 - Is there evidence of water infiltration along roof edges?
 - > If so, install flashing as needed
 - Are matching gutter extensions or splash blocks in place?
 - ➤ If so, retain
 - ➤ If not, replace
 - Does home have sufficient negative drainage away from exterior perimeter walls?
 - ➤ If not, include in Scope of Work for appropriate contractor

6) Appliances

- Are current kitchen appliances operational?
 - ➤ If not, use Energy Star® rated:
 - a) Refrigerator
 - b) Stove/oven
 - c) Dishwasher
 - d) Microwave
- Are hookups available for washer and dryer?
 - > If yes, ensure that they are operational
 - ➤ If not, install

7) Baths

- > Replace all toilet seats
- ➤ Replace all flapper valves
- > Replace all floater arm and fill valve assemblies
- ➤ Replace flange at toilet base
- Are tub hardware and toilets unusable or unattractive?
 - ➤ If so, replace with low flow products
- Is bath vanity functional and attractive?
 - If so, repair as necessary and retain
 - ➤ If not, replace with low VOC Builder Grade standard product
- Does bath have adequate ventilation either through windows or exhaust fan?
 - > If not, install exhaust fan in ceiling and direct air to exterior

8) Kitchen

- Are cabinets functional and attractive?
 - ➤ If so, retain
 - ➤ If not, repair as necessary
 - ➤ If repair is impossible, replace with low VOC Builder Grade cabinetry using maple/oak/hickory with raised panels and cabinet hardware
- Is countertop functional and attractive?
 - ➤ If so, retain
 - ➤ If not, replace with FormicaTM, granite slab, granite tile or other material depending on finish level of competing properties

- Is garbage disposal functional?
 - ➤ If not, replace with new 2 HP disposal
- Is kitchen sink functional and attractive?
 - ➤ If not, replace with two-chambered stainless hi-gauge product with sprayer attachment

9) Landscape

- For all properties within an HOA, restore lawn to be compliant with recorded covenants. This may include repair/installation of a sprinkler system for the affected areas as well as sod installation.
- For all properties not within an HOA, mow and weed yards to be presentable and clean
- For marketing purposes, it may be necessary to install sod and a sprinkler system for properties not within an HOA.

10) Lighting Fixtures

- Are light fixtures functional and attractive?
 - ➤ If so, retain
 - ➤ If not, replace with E-star label fixtures or CFC bulbs
 - > Some areas (dining room) may require incandescent decorative bulbs for functionality with dimmer switch
- Are lighting fixtures in crawlspace and attic properly installed?
 - ➤ If not properly installed, repair and/or replace

11) Plumbing

- > Repair any damage caused by non-use
- > Replace all aerators throughout

12) Insulation

- Are security/screen/storm doors installed?
 - ➤ If so, repair as necessary and retain
 - > If not, install insulated security doors at front door and rear entry
- Does attic have minimum of 18" of insulation?
 - ➤ If not, install blown cellulose to R-38
- Are all exterior doors equipped with weather-stripping and door-sweeps?
 - > If not, install as needed
- Is all ductwork, including those in attics, basements or crawlspaces properly sealed?
 - ➤ If not, seal with mastic, durable foil-backed tape or aerosol sealant as required.
- Is there any evidence of external air infiltration?
 - ➤ If so, use close-cell foam to seal any wall penetrations

13) Cleaning

- Entire house to be professionally cleaned at conclusion on rehab phase
- > Power wash exterior of home upon conclusion of rehab phase

14) Indoor Air Quality

• Does kitchen have vent to outside?

- ➤ If not, install exhaust fan to vent to outdoors
- Do baths have vent/fan to roof?
 - ➤ If not, install exhaust/vent fan to vent outdoors.
- Is crawlspace adequately ventilated and treated?
 - ➤ If not, install polypropylene ground covering in crawlspace
 - > Inspect fan to ensure function.
- In cases where radon exposure exceeds acceptable levels, install necessary radon mitigation items

15) Windows/Doors

- Replace all broken window panes with appropriate product
- > Repair all broken window hardware and ensure that all windows are functional
- > Replace all missing or broken screens.
- > For homes with basement bedrooms, egress windows may be installed per code to allow for creation of additional conforming bedrooms
- ➤ Replace all damaged interior doors with six-panel hollow-core product
- ➤ Replace all damaged exterior doors with Energy Star insulated product

16) Interior hardware

- ➤ Install brush nickel finish on all door lever handles, toilet-paper holders, towel bars, locksets, and door hinges
- > Install new white electrical receptacle covers throughout home
- > Install new light switch covers throughout home
- > Install new faux wood horizontal window coverings in main living area and all bedrooms and baths

17) Exterior hardware

- ➤ Install new mailbox if necessary
- ➤ Install new house letters if necessary
- > Install new exterior lighting fixtures if necessary

18) Structural

- In the case of brick homes, is exterior brickwork in good condition?
 - ➤ If not, perform all necessary tuck-pointing
- Does garage door close completely?
 - > If not replace with new
- Is driveway heaving or subject to swelling soils?
 - ➤ If so, mud-jacking of driveway may be appropriate.

19) Electrical

- Is panel inadequate adequate size to serve structure or unsafe, e.g., PCL?
 - ➤ If not, replace with new
- Is panel up to code for safety?
 - ➤ If not, replace with new
- Is home grounded?
 - ➤ If not, install ground.

- Install three-prong outlets if necessary.Install GFCI circuits in kitchen and bath

20) Misc/Safety

- > Install Smoke and carbon monoxide detectors (at least one per floor)
- > Install fire extinguishers (one on each floor)